

EIS Data Requirements

EIS Extract Description

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Transmit Header

The State Department of Education has identified the following information as being necessary for the Transmit Header Record.

Extract Data Element	Description
Record ID	Identifier for the extract record. E.g. "001"
Record Version	The version number of the defined record layout
Filler	For future expansion of district number, must be zero filled.
District ID	The number assigned by SDE to the district.
TH Extract Date	Must use Format of CCYYMMDD, the date of creation for this batch. Refer to transmission rules.
TH File Name	The physical file name for this transmission. Refer to transmission rules.
Filler	Reserved for future use.

200 Day Calendar

The State Department of Education has identified the following information as being necessary for the 200 Day Accountability and the events that are planned to take place during the 200 days within the district.

Extract Data Element	Description
Record Id	Identifier for the extract record. E.g. "010"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> N = New Record E = Edited Record D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District ID	The district that is responsible for the calendar
School Year	The school year of the calendar
Calendar Number	The plan number the district has assigned to the calendar to uniquely identify the calendar within the district (ex 01,02..)
Instructional Calendar	Defines how the calendar will operate during the school year to provide instructional services to students. <ul style="list-style-type: none"> T = Traditional Y = Year Round
Scheduled Days	The days of the week that students will be attending school on a regular basis during the calendar. <ul style="list-style-type: none"> 1 = M-F 2 = M-S
Stockpile Inclement Weather Days	The number of days allocated by stockpiling, that may be applied to instructional days in the calendar for inclement weather
Stockpile Professional Development Days	The number of days allocated by stockpiling, that may be applied to instructional days in the calendar for professional development.
In Service Days	The number of days allocated for all personnel to participate in staff development
Optional In Service Days	The number of days allocated for individual choice of professional development activities
Parent Teacher Conference Days	The number of days allocated for parents and teachers to meet
Teacher Vacation Days	The number of days allocated for all teachers to be off
Abbreviated Days	The number of days allocated for instructional days that have been shortened to less than the state minimum school day.

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Discretionary Teacher Vacation Days	The number of days allocated through a recommendation of the superintendent to be applied according to the designation
Discretionary In Service Days	The number of days allocated through a recommendation of the superintendent to be applied according to the designation
Discretionary Administrative Days	The number of days allocated through a recommendation of the superintendent to be applied according to the designation
Discretionary Instructional Days	The number of days allocated through a recommendation of the superintendent to be applied according to the designation
Discretionary Other Days	The number of days allocated through a recommendation of the superintendent to be applied according to the designation
Instructional Days	The number of days for classroom instruction
Filler	Reserved for future use.

200 Day Event Calendar

The State Department of Education has identified the need to collect the following information on individual dates that are reported for the 200 Day Calendar

Extract Data Element	Description
Record Id	Identifier for the extract record. E.g. "011"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> • N = New Record • E = Edited Record • D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District ID	The district that is responsible for the calendar
School Year	The school year of the calendar
Calendar Number	The plan number the district has assigned to the calendar to uniquely identify the calendar within the district (ex 01,02..)
Event Date	The date that the instructional or non-instructional event will take place
Event Type	The type of event that takes place on the date. Reference Appendix A – Calendar of Event Types for possible values.
School Day Type	Indicates if the event will be counted as an instructional or non instructional day <ul style="list-style-type: none"> • I = Instructional • N = Non-instructional
Event Duration	The amount of time for the event as recognized by the district i.e. 1, .33, .50, .66
Filler	Reserved for future use.

Instructional Program

The State Department of Education has identified the need to collect the following information on an instructional program a school is operating during a school year to provide instructional services to students.

Extract Data Element	Description
Record Id	Identifier for the extract record. E.g. "020"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> • N = New Record • E = Edited Record • D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted

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School Year	The school year that the instructional program will be operated to provide instructional services to students.
Calendar Number	The calendar number the district has assigned to the calendar to uniquely identify the calendar within the district
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Instructional Calendar	Defines how the calendar will operate during the school year to provide instructional services to students. <ul style="list-style-type: none"> • T = Traditional • Y = Year Round
Student Day	The length in minutes for a standard full-time day of instruction including lunch, for all students receiving instruction in the instructional program
Teacher Day	The length in minutes of a standard, full-time day of service, including lunch, for all teachers providing instruction to students in the instructional program
School Stockpile for Professional Development Days	The number of days a school may allocate for professional development in the event the school may elect to stockpile when the district does not stockpile
Filler	Reserved for future use.

Instructional Program Report Periods

The State Department of Education has identified the need to collect the following information on each of the report periods during the instructional program at the school.

Extract Data Element	Description
Record Id	Identifier for the extract record. E.g. "021"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> • N = New Record • E = Edited Record • D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students.
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Report Period Number	The number of the report period during the Instructional Program, reference Appendix B – Report Periods
Report Period Begin Date	The date the report period will begin, format must be "CCYYMMDD"
Report Period End Date	The date the report period will end, format must be "CCYYMMDD"
Filler	Reserved for future use.

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School Days

The State Department of Education has identified the need to collect the following information on each of the events that occur at a school during an instructional program

Extract Data Element	Description
Record Id	Identifier for the extract record. E.g. "022"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> • N = New Record • E = Edited Record • D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students.
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Event Date	The date of the event within the instructional program at the school, format must be "CCYYMMDD"
Event Type	The type of event that takes place on the date. Reference Appendix A – Calendar Event Type for possible values.
Event Duration	The amount of time for the event as recognized by the school i.e. 1, .33, .50, .66
School Day Type	The type of school day <ul style="list-style-type: none"> • I = Instructional • N = Non-Instructional
Filler	Reserved for future use.

Class Section

The State Department of Education has identified the need to collect the following information on each class offered at a school.

Extract Data Element	Description
Record Id	Identifier for the extract record. E.g. "030"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> • N = New Record • E = Edited Record • D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students.
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Course Code	The SDE Course code of the class
Local Class Number	The local class number that uniquely identifies the class at the school. This may include a class number and section number

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Filler	For future expansion of district number, must be zero filled.
Service District ID	The district of the school where the class is being offered
Service School ID	The school where the class is being offered
Class Type	Structure of the class <ul style="list-style-type: none"> • T = Traditional • P = Pull-out • C = Self-Contained Departmentalized
Teaching Method	<ul style="list-style-type: none"> • T or blank = Traditional • D = Distance Learning
Class Begin Date	First day of the class, format must be "CCYYMMDD"
Class End Date	Last day of the class, format must be "CCYYMMDD"
Filler	Reserved for future use.

Class Section Schedule

The State Department of Education has identified the need to collect the following information on the amount of time and the days each class is scheduled to meet at a school.

Extract Data Element	Description
Record Id	Identifier for the extract record. E.g. "031"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> • N = New Record • E = Edited Record • D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students.
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Local Class Number	The local class number that uniquely identifies the class at the school. This may include a class number and section number
Monday Duration	<p>The average amount of time the class is scheduled to meet on the specified day over a one-week period based on the amount of time the class is schedule to meet on the specified day until the scheduling pattern of the class repeats.</p> <p>Reference Appendix K – Day of Week Duration for an example</p> <p>The duration should exclude the time for lunch if lunch takes place during the class section.</p>
Monday Assigned Period	The period number of the day the class is scheduled to meet on the specified day (the first period if it spans multiple periods)
Tuesday Duration	Reference the description from Monday Duration
Tuesday Assigned Period	The period number of the day the class is scheduled to meet on the specified day (the first period if it spans multiple periods)
Wednesday Duration	Reference the description from Monday Duration
Wednesday Assigned Period	The period number of the day the class is scheduled to meet on the specified day (the first period if it spans multiple periods)
Thursday Duration	Reference the description from Monday Duration
Thursday Assigned Period	The period number of the day the class is scheduled to meet on the specified day (the first period if it spans multiple periods)
Friday Duration	Reference the description from Monday Duration

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Friday Assigned Period	The period number of the day the class is scheduled to meet on the specified day (the first period if it spans multiple periods)
Saturday Duration	Reference the description from Monday Duration
Saturday Assigned Period	The period number of the day the class is scheduled to meet on the specified day (the first period if it spans multiple periods)
Filler	Reserved for future use.

Student

The State Department of Education has identified the need to collect the following information on a student who is receiving instructional service from a school.

Extract Data Element	Description
Record Id	Identifier for the extract record. e.g. "040"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> N = New Record E = Edited Record D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Student Social Security Number	The number assigned by the government for identification
Student PIN	The number assigned by the school in the event that the Social Security Number was not available or provided by the student.
Local Student Key	A software generated identification number used to identify the student within the local software
First Name	The most recently reported legally recognized first name for the student
Middle Name	The most recently reported legally recognized middle name for the student
Last Name	The most recently reported legally recognized last name for the student
Suffix	The most recently reported legally recognized suffix of the student name <ul style="list-style-type: none"> Jr Sr I, II, III, etc.
Date of Birth	The month, day, and year the student was born, as most recently reported to the school, format must be "CCYYMMDD"
Student Previous Social Security Number	The most current incorrect Social Security Number used by the student.
Student Previous PIN	The most recent STUDENT PIN that was reported incorrectly.
Previous First Name	The most recent first name that was reported incorrectly.
Previous Middle Name	The most recent middle name that was reported incorrectly.
Previous Last Name	The most recent last name that was reported incorrectly.
Gender	The gender of the student <ul style="list-style-type: none"> M = Male F = Female
Race/Ethnic	Ethnic Origin of student <ul style="list-style-type: none"> I = American Indian or Alaskan Native A = Asian P = Native Hawaiian or Other Pacific Islander B = Black or African American H = Hispanic or Latino

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	<ul style="list-style-type: none"> W = White Reference Appendix C – Race/Ethnic Origin
Filler	For future expansion of Race/Ethnic. Must be space filled.
Filler	Reserved for future use.

Student Enrollment

The State Department of Education has identified the need to collect the following information about a student enrolling in an instructional program at a school.

Extract Data Element	Description
Record Id	Identifier for the extract record. e.g. “041”
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> N = New Record E = Edited Record D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students.
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Student Social Security Number	The number assigned by the government for identification
Student PIN	The number assigned by the school in the event that the Social Security Number was not available or provided by the student.
Local Student Key	A software generated identification number used to identify the student within the local software
Instr Service Period Type of Service	The type of service the school is providing <ul style="list-style-type: none"> P = Primary provider where student is enrolled S = Selective Services only (<i>Visiting Student</i>)
Enrollment Date	Date school started providing services to student, format must be “CCYYMMDD”
Enrollment Reason	The reason the student enrolled in the school <ul style="list-style-type: none"> E = Regular enrollment E1 = Out of State enrollment TR = Transferred Enrollment Reference Appendix D – Enrollment Reasons
English Language Background	The English language background possessed by the student <ul style="list-style-type: none"> E = English Native (EN). English is the native or primary Language. L = English Language Learner (ELL). Student whose first language is not English and who qualify for the services of an English as a Second Language “ESL” teacher. N = Non-English Language Background (NELB). Student whose first language is not English and DO NOT qualify for the services of the ESL teacher. Reference Appendix E – English Language Background

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Course of Study	The course of study being followed by a student in the 9 th thru the 12 th grade. <ul style="list-style-type: none"> • U = University Path – Completing the core curriculum and courses acceptable for entrance into Tennessee’s public colleges and universities • T = Technical Path – Completing the core curriculum and a four-unit program of study focusing on a particular technical area • D = Dual – Both paths • Blank = N/A
Filler	Reserved for future use.
Filler	For future expansion of district number, must be zero filled.
Primary District ID	The district number of the students primary or home school
Primary School ID	The school number of the students primary or home school
Filler	Reserved for future use.

Student Ineligibility Funding Status

The State Department of Education has identified the need to collect the following information about the funding ineligibility of a student during an instructional program at a school.

Extract Data Element	Description
Record Id	Identifier for the extract record. E.g. “042”
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> • N = New Record • E = Edited Record • D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students.
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Student Social Security Number	The number assigned by the government for identification
Student PIN	The number assigned by the school in the event that the Social Security Number was not available or provided by the student.
Local Student Key	A software generated identification number used to identify the student within the local software
Fund Inelig Status	Indication if the student is ineligible to be included in funding. <ul style="list-style-type: none"> • 0 = Not excluded from funding • 1 = Out of State: Student lives out of state and is attending a Tennessee public school • 2 = I-20: Student is from out of the country attending a Tennessee public school
Fund Inelig Begin Date	The date the student was identified as ineligible to be included in funding, format must be “CCYYMMDD”.
Fund Inelig End Date	The date the students ineligibility to be included for funding was ended
Filler	Reserved for future use.

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Student Instructional Grade

The State Department of Education has identified the need to collect the following information about the instructional grade a student is assigned to during an instructional program at a school.

Extract Data Element	Description
Record Id	Identifier for the extract record. E.g. "043"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> N = New Record E = Edited Record D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students.
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Student Social Security Number	The number assigned by the government for identification
Student PIN	The number assigned by the school in the event that the Social Security Number was not available or provided by the student.
Local Student Key	A software generated identification number used to identify the student within the local software
Instructional Grade Assignment	The instructional grade the student is assigned to during the instructional service period. Reference Appendix L – Instructional Grade for possible values
Instr Grade Assignment Date	Date student was assigned to the instructional grade, format must be "CCYYMMDD"
Filler	Reserved for future use.

Student Classification

The State Department of Education has identified the need to collect the following information about each classification of a student while receiving instructional services at a school.

Extract Data Element	Description
Record Id	Identifier for the extract record "044"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> N = New Record E = Edited Record D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students.
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Student Social Security Number	The number assigned by the government for identification
Student PIN	The number assigned by the school in the event that the Social Security Number was not available or provided by the student.

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Local Student Key	A software generated identification number used to identify the student within the local software
Student Classification Type	Information used to further identify and classify a student <ul style="list-style-type: none"> • R = Regular • A = Alternative • G = GED+2 • D = Adult (currently out of scope) • T = Title I • M = Magnet • P = Private • L = Free/Reduced Lunch Eligibility
Student Classify Begin Date	First date that the student was in this classification, format must be "CCYYMMDD".
Student Classify End Date	Last Date that the student was in this classification, format must be "CCYYMMDD".
Filler	Reserved for future use.

Student Transportation

The State Department of Education has identified the need to collect the following information about a student who is riding a bus and receiving instructional services from a school.

Extract Data Element	Description
Record Id	Identifier for the extract record "045"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> • N = New Record • E = Edited Record • D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students.
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Student Social Security Number	The number assigned by the government for identification
Student PIN	The number assigned by the school in the event that the Social Security Number was not available or provided by the student.
Local Student Key	A software generated identification number used to identify the student within the local software
AM Bus Number	Indicates the bus number the student rides in the morning (AM)
PM Bus Number	Indicates the bus number the student rides in the afternoon (PM)
Est Miles Transported	The estimated number of miles the student is transported to and/or from school. 0150, 0200
Filler	Must be zero filled.
Filler	Reserved for future use.
Filler	Reserved for future use.

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Student Disciplinary Action

The State Department of Education has identified the need to collect the following information about each disciplinary action taken against a student while receiving instructional services at a school.

Extract Data Element	Description
Record Id	Identifier for the extract record "046"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> N = New Record E = Edited Record D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students.
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Student Social Security Number	The number assigned by the government for identification
Student PIN	The number assigned by the school in the event that the Social Security Number was not available or provided by the student.
Local Student Key	A software generated identification number used to identify the student within the local software
Disciplinary Action Type	The type of disciplinary action taken against the student. Reference G – Disciplinary Reasons/Actions for possible values.
Disciplinary Begin Date	The first full day of the disciplinary action taken against the student., format must be "CCYYMMDD"
Disciplinary End Date	The last date of the disciplinary action taken against the student., format must be "CCYYMMDD"
Disciplinary Primary Reason	The reason the disciplinary action was taken against the student. Reference Appendix G – Disciplinary Reasons/Actions for possible values.
Disciplinary Offense Date	The date of the event that resulted in disciplinary action being taken, format must be "CCYYMMDD". This date should be included for all actions taken for the same offense.
Filler	Reserved for future use.

Student Standard Day

The State Department of Education has identified the need to collect the following information about a student's standard day while receiving instructional services from a school.

Extract Data Element	Description
Record Id	Identifier for the extract record "047"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> N = New Record E = Edited Record D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted

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School Year	The school year that the instructional program will be operated to provide instructional services to students.
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Student Social Security Number	The number assigned by the government for identification
Student PIN	The number assigned by the school in the event that the Social Security Number was not available or provided by the student.
Local Student Key	A software generated identification number used to identify the student within the local software
Student Standard Day	The number of minutes the school has identified for a full day of instruction for the student
Student Std Day Effect Date	The date the Student Standard Day became effective, format must be "CCYYMMDD"
Filler	Reserved for future use.

Student Class Assignment

The State Department of Education has identified the need to collect the following information about each class a student is assigned to at a school.

Extract Data Element	Description
Record Id	Identifier for the extract record "048"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> N = New Record E = Edited Record D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students.
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Student Social Security Number	The number assigned by the government for identification
Student PIN	The number assigned by the school in the event that the Social Security Number was not available or provided by the student.
Local Student Key	A software generated identification number used to identify the student within the local software
Local Class Number	The local class number that uniquely identifies the class at the school. This may include a class number and section number
Student Class Begin Date	First day student was assigned to the class, format must be "CCYYMMDD"
Student Class End Date	Last day student was assigned to the class, format must be "CCYYMMDD"
Vocational Outside IEP	Yes = Y, otherwise leave blank.
Filler	Reserved for future use.

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Student Attendance

The State Department of Education has identified the need to collect the following information on the daily attendance of a student at a school.

The student's attendance is recorded by exception reporting. The following are the rules for sending the correct attendance information.

Build an extract record when the student's attendance for a day:

- is Absent
- is Unexcused Absent
- is Present for Transportation
- has been **changed**

Extract Data Element	Description
Record Id	Identifier for the extract record "049"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> • N = New Record • E = Edited Record • D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students.
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Student Social Security Number	The number assigned by the government for identification
Student PIN	The number assigned by the school in the event that the Social Security Number was not available or provided by the student.
Local Student Key	A software generated identification number used to identify the student within the local software
Attendance Date	The date of the students attendance, format must be "CCYYMMDD"
Attendance Type	Indication of the level of presence by the student at the school according to State Policy <ul style="list-style-type: none"> • P or blank = Present • A = Absent • T = Present for Transportation
Filler	Reserved for future use.

Student Withdraw

The State Department of Education has identified the need to collect the following information on a student who is withdrawn from school.

Extract Data Element	Description
Record Id	Identifier for the extract record "050"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> • N = New Record • E = Edited Record • D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school

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School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students.
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Student Social Security Number	The number assigned by the government for identification
Student PIN	The number assigned by the school in the event that the Social Security Number was not available or provided by the student.
Local Student Key	A software generated identification number used to identify the student within the local software
Withdraw Date	The last day of enrollment, format must be "CCYYMMDD"
Withdraw Reason	Reason enrolled student was withdrawn from the School providing primary or selective services <ul style="list-style-type: none"> • 00 = Dropout, under 18 • 01 = Dropout, 18 and over • 02 = Withdrawn to state institution (i.e. TPS, DHS) • 03 = Transferred to other Tennessee school system • 04 = Transferred to other school in same system) • 05 = Transferred out-of-state • 06 = Transferred to non-public school in Tennessee • 07 = Doctor certified withdrawal • 08 = Deceased • 09 = Transferred to mental or drug rehabilitation institution • 10 = Withdrawn to a home school • 11 = Court Order • 12 = Graduation during summer or first semester or anytime prior to spring graduation, (regular diploma or GED diploma
Filler	Reserved for future use.

Student End of Service

The State Department of Education has identified the need to collect the following information about a student at the end of an instructional program or school year.

Extract Data Element	Description
Record Id	Identifier for the extract record "051"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> • N = New Record • E = Edited Record • D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students.
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Student Social Security Number	The number assigned by the government for identification

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Student PIN	The number assigned by the school in the event that the Social Security Number was not available or provided by the student.
Local Student Key	A software generated identification number used to identify the student within the local software
End Of Service Action Date	Date the action was taken on the instructional grade progression
End Of Service Action	Action taken on the student's instructional grade progression <ul style="list-style-type: none"> • P = Promoted • R = Retained • D = Demoted
Completion Document Date	Date the completion document was received by the student, format must be "CCYYMMDD"
Completion Document Type	Level of completion <ul style="list-style-type: none"> • 1 = Regular Diploma • 2 = Honors Diploma • 3 = Special Education Diploma • 4 = High School Certificate • 5 = No Diploma, Senior but did not complete • 6 = GED
Completion Document Period	The time frame that a student graduated. <ul style="list-style-type: none"> • EA = Early Graduation (After start of school in the fall, but prior to normal spring graduation). • SP = The normal spring graduation. • SU = Summer school graduate (After end of regular school year and prior to start of class for the next school year)
Filler	Reserved for future use.

Staff Member

The State Department of Education has identified the need to collect the following information on the staff members providing instructional service to a school and requires validation.

Extract Data Element	Description
Record Id	Identifier for the extract record "060"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> • N = New Record • E = Edited Record • D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students.
Instructional Program Number	The number assigned to the instructional program to uniquely identify the instructional program within the school
Staff Social Security Number	The number assigned by the government for identification
Teacher License Number	The number assigned to the staff member when they are entered into the teacher Certification and Licensure system
Local Staff Key	A software generated identification number used to identify the staff member within the local software
First Name	The legally recognized first name for the staff member

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Middle Name	The legally recognized middle name for the staff member
Last Name	The legally recognized last name for the staff member
Suffix	The legally recognized suffix for the staff member's name (Jr., Sr., I, II, III)
Date of Birth	As reported by the staff member, the month, day and year the staff member was born, format must be "CCYYMMDD"
Staff Previous Social Security Number	The social security number previously used to identify the staff member as of the last transmit if different
Staff Previous Teacher License Number	The teacher license number previously used to identify the staff member as of the last transmit if different
Previous First Name	The previous first name of the staff member as of the last transmit if different (Optional)
Previous Last Name	The previous last name of the staff member as of the last transmit if different
Gender	The gender of the staff member <ul style="list-style-type: none"> • M = Male • F = Female
Race/Ethnic	The ethnic origin of the staff member <ul style="list-style-type: none"> • I = American Indian or Alaskan Native • A = Asian • P = Native Hawaiian or Pacific Islander • B = Black or African American • H = Hispanic or Latino • W = White
Filler	Must be space filled
Licensure Check	The staff member may not be located on the licensure file. The possible reasons may be: <ul style="list-style-type: none"> • N = New Teacher • R = ROTC • U = University Teacher • O = Other, Blank
Waiver Request Course	The SDE course code that the staff member is currently not endorsed to teach and has registered a waiver NOT USED
Staff Status	Designates the working status of a staff member at the school <ul style="list-style-type: none"> • F = Full Time • P = Part Time
Filler	Reserved for future use.

Staff Member Grandfather Course (NOT USED)

The State Department of Education has identified the need to collect the following information on each of the grandfather courses a staff member may hold while at a school.

Extract Data Element	Description
Record Id	Identifier for the extract record "061"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> • N = New Record • E = Edited Record • D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted

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School Year	The school year that the instructional program will be operated to provide instructional services to students.
Staff Social Security Number	The number assigned by the government for identification
Teacher License Number	The number assigned to the staff member when they are entered into the teacher Certification and Licensure system
Local Staff Key	A software generated identification number used to identify the staff member within the local software
Grandfather Course	The course code that the staff member is permitted to teach at the school without being required to meet the most recent endorsements or other additional requirements.
Grandfather Year	The school year the staff member was first permitted to teach the grandfathered course
Filler	Reserved for future use.

Staff Member Current Assignment

The State Department of Education has identified the need to collect the following information on each of the current assignments a staff member may hold at a school.

Extract Data Element	Description
Record Id	Identifier for the extract record "062"
Record Version	The version number of the defined record layout
Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> • N = New Record • E = Edited Record • D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students.
Staff Social Security Number	The number assigned by the government for identification
Teacher License Number	The number assigned to the staff member when they are entered into the teacher Certification and Licensure system
Local Staff Key	A software generated identification number used to identify the staff member within the local software
Current Assignment	A position a staff member is assigned to provide service. See Appendix I – Staff Positions/Assignments for listing of 'current assignments' or positions
Current Assignment Begin Date	The date assigned to the current assignment, format must be "CCYYMMDD". (Hire date for current school year (i.e. regular, summer))
Filler	Reserved for future use.

Staff Member Class Assignment

The State Department of Education has identified the need to collect the following information on each of classes a staff member has been assigned at a school.

Extract Data Element	Description
Record Id	Identifier for the extract record "063"
Record Version	The version number of the defined record layout

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Record Type	Identifier for the type of record being sent in to be processed. <ul style="list-style-type: none"> N = New Record E = Edited Record D = Deleted Record
Filler	For future expansion of district number, must be zero filled.
District Id	The District Number that oversees the school
School Id	The School Number of the school that is responsible for the data being transmitted
School Year	The school year that the instructional program will be operated to provide instructional services to students.
Staff Social Security Number	The number assigned by the government for identification
Teacher License Number	The number assigned to the staff member when they are entered into the teacher Certification and Licensure system
Local Staff Key	A software generated identification number used to identify the staff member within the local software
Local Class Number	The local class number that uniquely identifies the class at the school. This may include a class number and section number
Staff Class Begin Date	First day of the school year the teacher provided instructional services for class section, format must be "CCYYMMDD"
Staff Class End Date	Last day of the school year the teacher provided instructional services for class section, format must be "CCYYMMDD"
Filler	Reserved for future use.

Transmit Trailer

Extract Data Element	Description
Record ID	Identifier for the extract record. E.g. "999"
Record Version	The version number of the defined record layout
Filler	For future expansion of district number, must be zero filled.
District ID	The number assigned by SDE to the district.
TT Extract Date	Must use Format of CCYYMMDD, the date of creation for this batch. Refer to transmission rules.
TT File Name	The physical file name for this transmission. Refer to transmission rules.
TT Count 010	Total count of "200 Day Calendar" records in transmit file
TT Count 011	Total count of "200 Day Event Calendar" records in transmit file
TT Count 020	Total count of "Instructional Program" records in transmit file
TT Count 021	Total count of "Instructional Program Report Period" records in transmit file
TT Count 022	Total count of "School Days" records in transmit file
TT Count 030	Total count of "Class Section" records in transmit file
TT Count 031	Total count of "Class Section Schedule" records in transmit file
TT Count 040	Total count of "Student" records in transmit file
TT Count 041	Total count of "Student Enrollment" records in transmit file
TT Count 042	Total count of "Student Ineligibility Funding Status" records in transmit file
TT Count 043	Total count of "Student Instructional Grade" records in transmit file
TT Count 044	Total count of "Student Classification" records in transmit file
TT Count 045	Total count of "Student Transportation" records in transmit file
TT Count 046	Total count of "Student Disciplinary Action" records in transmit file
TT Count 047	Total count of "Student Standard Day" records in transmit file
TT Count 048	Total count of "Student Class Assignment" records in transmit file
TT Count 049	Total count of "Student Attendance" records in transmit file

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TT Count 050	Total count of "Student Withdraw" records in transmit file
TT Count 051	Total count of "Student End Of Service" records in transmit file
TT Count 060	Total count of "Staff Member" records in transmit file
TT Count 061	Total count of "Staff Member Grandfather Course" records in transmit file
TT Count 062	Total count of "Staff Member Current Assignment" records in transmit file
TT Count 063	Total count of "Staff Member Class Assignment" records in transmit file
TT Count 090	Total count of "SE Student" records in transmit file
TT Count 091	Total count of "SE Instructional Grade" records in transmit file
TT Count 092	Total count of "Special Education Option" records in transmit file
TT Total Count All Record Types	Total count of all records on this transmittal batch including header and trailer records.
Filler	Reserved for future use.